



## Memorandum

**To:** *Jim Christiansen  
John McGuiggin*

**From:** *Tim Wall*

**Date:** *November 21, 2002*

**Subject:** *Libby Montana Asbestos Project  
Winter 2002/2003 Planning Strategy Session*

**Attendees:** EPA Region VIII - Jim Christiansen  
Volpe - Linda Byrne, Orin Cook, Glenn Goulet, John McGuiggin, Mark Raney  
CDM - Fred Babin, Bob Goltz, Geoff McKenzie, Jeff Montera, Darwin Nelson,  
Dave Schroeder, Tim Wall

## Purpose and Goal

- A planning strategy meeting was conducted at CDM's office in Cambridge, Massachusetts on October 8, 2002 to discuss EPA's goals and objectives for the winter of 2002 and the 2003 season.
- The overall goal of the meeting was to develop a strategy to accomplish EPA's objectives in the efficient and cost effective manner.
- Agenda attached (Attachment 1)

## Summary Points

- Periodic meetings will occur among all key team members at a regularly scheduled frequency
- Project focus has shifted from removal to remedial
- Properties that may require cleanup estimate is 1,000 to 1,500 properties
- List of properties requiring remediation needs to be developed with significant backlog so that construction crews can be efficient and progress is not impaired
- Cleanup goal per year is 300 properties If funding is not a contr

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- A baseline schedule will be developed
- Mine site currently has the lowest priority
- GIS system integrated with Libby V2 database is a priority
- Long range planning is a priority

**Strategy to Maximize Efficient Execution of the Program**

Key aspects of the work we discussed and a plan to most efficiently execute the activities to maintain continuity, reduce learning curve, and reduce the overall cost to the government was developed. The plan is outlined in Attachment 2.

cc: file



## **Attachment 1**

### **EPA/VOLPE/CDM**

#### **Libby Asbestos Project Meeting 11A-4P 10/8/02**

1. EPA's Overall Vision for Libby & what Constitutes Success – **CHRISTIANSEN**
2. Key Issues - **CHRISTIANSEN**
  - a. Planning
  - b. Feedback
  - c. Contractor competition – risk transfer
  - d. Cost efficiency/cost control
3. EPA's Objectives and Schedule for Future Work (Nov 2002 – Dec 2003) & Beyond 2003 – **CHRISTIANSEN**
  - a. Investigations
    - Remedial investigation
    - Remediation decision-making
    - Mine investigation
  - b. Residential and other remediation
    - Residential remediation
    - Mine
    - Others
  - c. Community relations program
  - d. Database
  - e. GIS support
4. Available Contract Vehicles (capacity, duration, scope, type) - **MCGUIGGIN**
  - a. "Construction"
    - Currently available – KUO/salut/ER
    - Active procurements – 8a
    - Planned/potential procurements

5. Volpe Approach to an Efficient Allocation of the Effort based on Jim's Email - **MCGUIGGIN**

- a. RAC
  - Work plans, SAPs, QAPPs, HASPs, and other planning documents related to INVESTIGATIONS
  - Data validation
  - Data analysis and reporting activities
  - Risk assessment support
- b. Volpe
  - Work plans, HASPs, and other planning documents related to REMEDIATION
  - Removal field oversight
  - Remediation data analysis and reporting activities
  - Investigative field work
  - On-site laboratory support
  - Air sampling support (i.e., PES)
  - Survey support
- c. For Discussion w/ Jim and subsequent decision
  - Community relations support
  - Specialty subcontractor support
  - Design support
  - Fixed-base laboratory support
  - Database support – suggestion production level under RAC, development level under Volpe
  - GIS support – suggestion production level under RAC, development level under Volpe

6. Key Staff Resources

- d. Field program – Investigations
- e. Field program – Remediation
- f. Community relations
- g. Database support
- h. Project management, financial management, procurement

Attachment 2

